



To: Holders of the Project Development Information Packet

Date: December 6, 2002

From: Office of Local Systems

Revision No.: 06-2002

Subject: Project Development Information Packet Revision

The Project Development Information Packet (Packet) has been revised. If you are maintaining a hardcopy of the Packet, please update your Packet by removing the old documents and replacing them with the revised documents noted below. To view, print or download the revised documents noted below, click on the document title.

You may wish to keep this revision notice in the "Revision Notices" section of your Packet for future reference. The current versions of all Packet documents are available on the internet at:

http://www.dot.state.ia.us/local_systems/publications/2001_packet/packet_toc.pdf

*** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE ***

| Document Title Revision Date (Section / Index No.) | Description of Revision(s) |
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| Table of Contents 12-06-02 (Table of Contents) | The table of contents has been modified to show the latest revision dates for the documents listed below. |
| Chart 11 - Project Development Certification Process 12-06-02 (Flow Charts Section) | The process has been modified slightly for county projects. The District now provides copies of all county Project Development Certifications (PDC) to the Office of Right-of-Way. |
| Storm Water Permits 12-06-02 (Index No. 8) | This is a new document that provides guidance for complying with the most recent storm water regulations issued by the Environmental Protection Agency (EPA). The new regulations will require local public agencies (LPA) to obtain a National Pollutant Discharge Elimination System (NPDES) General Permit No. 2 from the Iowa Department of Natural Resources. The new regulations become effective on March 10, 2003. Beginning with the March 18, 2003 letting, projects let through the Iowa DOT that need a permit will require additional information on the plans. Insert this document as shown on the table of contents. |
| Sample Pollution Prevention Plan 12-06-02 (Index No. 8) | This is a new document that provides a sample Pollution Prevention Plan (PPP), such as required by the new storm water regulations. LPAs may use this PPP as a model for their projects that require a PPP. The Sample PPP is also available in Microsoft Word fillable format. Insert this document as shown on the table of contents. |
| Check and Final Plans Checklist 12-06-02 (Index No. 8) | Title Sheet Section: <ul style="list-style-type: none"> • The previous checklist item, "Army Corps of Engineers (404) and Iowa DNR Permits" has been split into separate checklist items for the 404 permit and the Iowa DNR Floodplain Construction permit. Required language for the notes that pertain to these permits has also been added. • A new checklist item "Iowa DNR Storm Water Permit" has been added. • The checklist item, "Standard Specification Note" has been modified to include the Developmental Specifications. The Developmental Specifications are project-specific specifications, similar to a Special Provision. However, unlike a Special Provision, they may be re-used without modification on subsequent projects. Before using a Developmental Specification, consult with your District Local Systems Engineer. |
| Requirements for Preparing and Submitting Special Provisions for State and Local Projects 01-14-03 (Index No. 8) | This document has been revised to incorporate guidelines for both state and local projects (previously separate documents were used). Also, additional guidance for Iowa DOT review staff has been added (see page 2). Note: The LPA should continue to submit their special provisions as specified in the Critical Path Memorandum for Project Development. |